

MONTANA FISH, WILDLIFE & PARKS
INTERN PROGRAM ANNOUNCEMENT

EMPLOYER: Montana Fish, Wildlife & Parks

CONTACT PERSON'S NAME/TITLE: Kyan Bishop/Parks & Recreation Planner

ADDRESS: PO Box 200701

CITY: Helena

STATE: MT

ZIP: 59620-0701

PHONE: 406-444-3364

EMAIL ADDRESS: Kyan.Bishop@mt.gov

DATE OF ANNOUNCEMENT: Friday, September 25, 2020

APPLICATION DEADLINE: **OPEN UNTIL FILLED**

****STUDENTS MUST BE CURRENTLY ENROLLED IN A UNIVERSITY/COLLEGE****

POSITION TITLE: Parks Visitation Field Intern

OF POSITIONS: **FOUR - 4**

LOCATION(S): Flexible. Should be able to report to an FWP regional headquarter office, or combination of them during the internship term periodically. FWP regional headquarter office are located in Kalispell, Missoula, Bozeman, Great Falls, Billings, Miles City, and Helena

WORK START/END DATES: Approximately October 1 – December 31, 2020

HOURS/WEEK: Will work around student school schedule during Fall months, as needed.

TRAINING/ORIENTATION DATES:

Project training will likely take place in Helena but can also occur at a one of FWP's regional offices. The training and orientation dates will be determined based on an agreed upon work schedule.

COMPENSATION (PAY, PER DIEM, HOUSING, VEHICLE, ETC):

The position is funded at \$10/hour. For necessary travel, candidate will be provided with a vehicle or reimbursement for personal vehicle use. Housing will not be provided, but meals and lodging in association with work travel will be reimbursed as specified within FWP meal and lodging policies. Uniforms, laptop computer, and a cell phone will be provided as necessary.

POSITION DESCRIPTION:

The Montana State Parks Visitation Field Intern will support visitor research on state park visitation under supervision of the Parks & Recreation Planner, who is based in Helena. Position duties and opportunities will focus on visitation data collection to include intercept surveys with visitors at parks, management of trail/road counters through downloading and confirming accurate data on a regular basis, and assessing visitor characteristics through observation. The intern will also periodically be asked to interact with visitors. The intern's responsibility will be to collect data through specified field sampling tactics and based on an established schedule in conjunction with the Parks and Recreation Planner. The position will also include data analysis and preparation of a final report. The position will require some training. The position will include extensive travel, including overnight travel, to parks throughout the assigned region.

Applicants already residing in Montana are preferred, but not required. There are four internship roles available, each with the same responsibilities, however travel distances to assigned state parks will vary.

Responsibilities:

Internship responsibilities will include, but not be limited to, the following:

- Work with the Parks and Recreation Planner to support efforts in improving visitation data collection at multiple state parks over the course of the fall.
- Assess validity of visitation counter data by monitoring trail and road counters and confirming accurate data according to agreed upon criteria and protocols.
- Develop a list of suggestions to improve visitation estimation practices that may be needed.
- Conduct occasional intercept surveys with visitors at parks.
- Collect observational data on visitor characteristics, such as noting the types of vehicles entering the park, the number of people in vehicles, and ascertaining resident versus non-resident status.
- Analyze data and produce a summary report, based on results.
- Assist on additional projects as available based on need and interest.

Learning Objectives:

- Gain an understanding of the Montana State Parks system.
- Develop a working knowledge of recreation management, applied research practices, survey techniques, and field data collection.
- Collaborate with a diverse set of Montana State Parks staff at the regional, and state levels.
- Develop and improve technical writing skills and data analysis skillsets.
- Utilize statistical analysis and sampling methods with the purpose of improving visitation data collection.
- Develop and utilize skills in working with ArcGIS, spatial data, and the analysis thereof.

SKILLS, ABILITIES, KNOWLEDGE NEEDED (EDUCATION; UNDERGRAD/GRAD LEVEL, SUGGESTED/REQUIRED MAJORS):

- Academic majors or coursework related to recreation planning, environmental policy and project management, geography, statistics, mathematics, economics, parks and recreation management, or natural resource management is preferable.
- Coursework or other experience in survey research and statistics is strongly desired.
- Excellent oral and written communication skills and independent work skills is highly desired.
- Proficiency in Microsoft Word and Excel is a must.
- Comfort interacting with the public in an outdoor recreation setting is critical.
- Must have a good driving record and a valid driver's license and must be willing to drive to remote locations across Montana as necessary. While every effort will be given to secure an FWP vehicle for travel use, access to a reliable personal vehicle is also acceptable.

APPLICATION MATERIALS/PROCEDURES (RESUME, COVER LETTER, REFERENCES, ETC.):

Submit resume; cover letter explaining applicable skills and experience, particularly with surveys and field work; desired location preference (up to 3), and three references to:

Parks Visitation Field Intern
c/o Kyan Bishop
Montana State Parks
PO Box 200701
Helena, MT 59620-0701

Or email: Kyan.Bishop@mt.gov with the subject line: Parks Visitation Field Intern Application

Phone calls and inquiries are also welcome.

ADDITIONAL INFORMATION: (HOUSING OF ANY KIND PROVIDED OR POSSIBLY AVAILABLE I.E. TRAILER, FREE CAMP SPOT, BASEMENT APARTMENT, EXTRA SLEEPING ROOM, ETC.)

The intern will be expected to find their own housing. Certain locations may have options on a case-by-

case basis, such as state park campgrounds when space is available. Travel that is required as part of this position will be covered through a per diem or reimbursed in accordance with FWP meal and per diem policies. Project administration will require access to a workspace, access to State vehicle at times, and uniform and supplies. A willingness to use a personal laptop and cell phone is strongly desired.